

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION  
OFFICE OF DEPUTY DIRECTOR OF EDUCATION  
DISTRICT NORTH WEST B-II, FU BLOCK, PITAMPURA, DELHI-34  
Email: ddenwb2@gmail.com

F.1/ DNWB-I/ADMIN/Promotion/2026/5687-92

Dated 15/04/2026

CIRCULAR

**Subject: Regarding Original document verification of promoted teachers from the post of Domestic Science Teacher of DOE to the post of PGT Home Science & TGT Drawing to PGT Fine Art in respect of Govt. Schools of Zone-11 & 12 District North West B-I.**

In pursuance of Promotion Order No. F.NO.DE.2 (2) (2)/E-II/Promotion/2024/180 dated 10/02/2026 and F.NO.DE.2 (2) (2)/E-II/Prom/Online/Posting/pt file/2024/389 dated 02.04.2026, F.NO.DE.2(2)(2)/E-II/Promotion/2024/181 dated 10/02/2026 & F.NO.DE.2(2)(2)/E-II/Prom/Online Posting/pt file/2024/388 dated 02/04/2026. The District Level Screening Committee has been constituted by DDE District North West B-I, for checking/ verification of original documents of the promoted Domestic Science Teacher & promoted TGT Drawing. Promotion of the Domestic Science Teacher Concerned is further subject to the condition that the teachers concerned fulfill all of the eligibility conditions as laid down by the Competent Authority in the applicable RRs of the post of Lecturer/PGT- Home Science.

The list of Necessary Documents required at the time of verification as per check list is attached here with as Annexure-B.

Accordingly, such teachers posted in (District North West B-I) as per list attached as Annexure-A are hereby directed to report for the verification of their documents on 17-04-2026 from 10.30 AM to 04.00 PM at venue given below:

17/04/2026

S.No.	Date of Verification	Serial No. of the candidate as per Order dated
		02/04/2026
1	17/04/2026	33, 13

Venue:-

Time: 10.30 AM to 04.00 PM

Enclosures: As above:

Deputy Director of Education  
District North West B-I

F.1/ DNWB-I/ADMIN/Promotion/2026/5687-92

Dated 15/04/2026

Copy to

1. PS to Principal Secretary Education, Directorate of Education, Delhi-54.
2. PS to Director Education, Directorate of Education, Delhi-54.
3. RDE (North), O/o. the RDE North Pitampura, New Delhi.
4. DDE (E-II), Directorate of Education, Delhi-1.10054.
5. OS (IT) with the request to upload the same in the Public Circular.
6. Guard File

Deputy Director of Education  
District North West B-I  
Deputy Director of Education  
District North West-B  
Govt. of N.C.T. of Delhi  
FU-Block, Pitampura. Delhi-110034

List of promoted teachers from the post of Domestic Science Teacher of DOE to the post of PGT Home Science & TGT Drawing to PGT Fine Art in respect of Govt. Schools of Zone-11 & 12 District North West B-I.

S.No	S.No. as per HQ Order	Name of the Employee with ID	Present Post/Designation	Promoted as	Present Place of Posting
1.	33 (F.NO.DE.2(2)(2)/E-II/Prom/Online Posting/pt file/2024/389 dated 02/04/2026)	Nity Nishant Morya	Domestic Science Teacher	Lecturer/ PGT Home Science	Sainik Vihar-G (Co-ed)SSS – 1411178
2.	13 (F.NO.DE.2(2)(2)/E-II/Prom/Online Posting/pt file/2024/388 dated 02/04/2026)	Sanjay Kumar	Drawing Teacher	PGT Fine Art	CM SHRI School, Sec21, Phase II, Rohini1412291

**Annexure-B**

**Name of the School:**

**School ID:**

**Check list for Document verification for recently Promoted Domestic Science Teacher of DOE to the post of Lecturer/ PGT-Home Science & TGT Drawing to PGT Fine Art.**

**Name of the Employee with ID:**

**Present Post**

**Promotional Post/ Subject: PGT/ Lecturer\_\_\_\_\_**

S.No	Documents	PAGE No.
1	Personal Detail/ verification Proforma as attached	
2	Certificate regarding Educational Qualification duly attested by HOS (Copy Attached)	
3	No penalty Certificate	
4	Certificate regarding dies non/suspension /break-in -service	
5	Latest Vigilance Clearance Status Report (District Level and HQ level) after issuance of the Promotion Order dated 10/02/2026 and 02/04/2026 as the case may be.	
6	Caste Certificate ( if applicable)	
7	Copies of Year wise Mark-Sheets & Degree/Provisional certificate (Not Older than 6 months)	
8	Copies of Year wise Mark-Sheets & Degree/Provisional certificate (Not Older than 6 months) of Post-Graduation (Duly Signed by concerned HOS)	
9	Copy of permission for getting Higher Educational Qualification from the concerned Department ( if applicable) (Duly Signed by concerned HOS)	
10	Copy of Service Book 1 <sup>st</sup> Page (Personal Details) and copy of page having entries of requisite Educational Qualifications (Duly Signed by concerned HOS)	
11	Any other documents	

**Note : The concerned teachers are directed to bring all of the above mentioned Documents in Original at the time of verification (Except for Service Book)**

**Sign with Date & Stamp of the HOS**

**PERSONAL DETAILS/VERYFICATION PROFORMA FOR PROMOTED Domestic Science Teacher  
TO THE POST OF LECTURER/ PGT - Home Science & TGT Drawing to PGT Fine Art**

Promotion Order No.:

Serial No. in the Promotion Order:

**1. Present Details:**

- (i). Name of the Official (In Capital Letter) : \_\_\_\_\_
- (ii). Employee ID : \_\_\_\_\_
- (iii). Current Designation/Post : \_\_\_\_\_
- (iv). Date of Birth as per Service record: \_\_\_\_\_
- (v). Present Zone/District : \_\_\_\_\_
- (vi). Present School Name with ID : \_\_\_\_\_

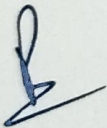
**Details of initial Appointment as Domestic Science/Drawing Teacher in Directorate of  
Education:**

- 1. Date of Joining as Domestic Science/Drawing Teacher:-**
- 2. Details of educational qualifications as per service book record**

S. No.	Course	Name of University/Board	Date of Acquiring Qualification(DD/MM /YYYY) as Mentioned on Provisional Certificate/Degree	Subject
1	Graduation			
2	Post-Graduation			
3.	Others			

I.....(Name) S/o,D/o/W/o.....hereby declare that the information given above is true and correct to the best of my knowledge and belief. I have read and understood all the provisions of the Promotion and Circulars/Orders issued time to time by the Competent Authority in this regard. In case any information is found false or incorrect on verification or at any stage later on, the promotion may be cancelled and I shall be liable for the any action deemed fit as per departmental norms and law.

Signature of Official




**CERTIFICATE**

**This is certified that:-**

- 1 The above particulars have been carefully Checked and verified from the service book and other records of the official Concerned and are found correct.**
- 2 There is No departmental proceeding/Vigilance case is/are pending or contemplated against the official Concerned.**

**Sign with Stamp of the HOS**

A handwritten signature in blue ink, consisting of a stylized letter 'R' with a horizontal line underneath it.

 **Name of the School:**

School ID : \_\_\_\_\_

**CERTIFICATE REGARDING DIES-NON/SUSPENSION/ BREAK-IN-SERVICE**

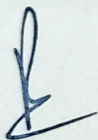
As per his/her service records available in the school, it is certified that there was no break in service in respect of \_\_\_\_\_, Employee I.D.: \_\_\_\_\_, who is working in this school as \_\_\_\_\_ (Designation) and his/her service has never been treated as Dies-Non. He/ She have never been put under suspension and also certify that period of posting as Domestic Science/ Drawing Teacher counts towards duty.

Date :

**PROMOTION ORDER NO**

**SERIAL NO**

HEAD OF SCHOOL



Name of the School:

School ID : \_\_\_\_\_

**CERTIFICATE REGARDING QUALIFICATION**

Certified that Sh./Smt. \_\_\_\_\_ is working in this school since \_\_\_\_\_  
as Domestic Science/Drawing Teacher ( \_\_\_\_\_ ) I.D. No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ has possessed the prescribed educational qualification as per Recruitment Rules for promotion to the post of Domestic Science/Drawing Teacher for the vacancy year-2023 & 2024 respectively and also certify that the recognition of the university/institutions and authenticity & validity of Degree course from which essential qualification has been required is as per Recruitment Rules.

Date :

PROMOTION ORDER NO :-

SERIAL NO:-

HEAD OF SCHOOL



**Name of the School:**

**School ID : \_\_\_\_\_**

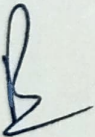
**NO PENALTY CERTIFICATE**

Certified that there is No Penalty in Operation as on date in r/o  
Sh./Smt./Ms. \_\_\_\_\_ working in the school since . \_\_\_\_\_ as .....  
(Designation) I.D. No. .... D.O.B... \_\_\_\_\_ under Rule 14 or 16 of  
CCS (CCA) Rules 1965. It is also certified that no minor/major penalty has been  
imposed on him/her in the last ten years

**Date :**

**PROMOTION ORDER NO :-**

**SERIAL NO:-**



**HEAD OF SCHOOL**